

# Sun Life Group Insurance e-Services

Access your group policy  
information online



Sun Life Hong Kong Limited has developed the **“Group Insurance e-Services”** which is an online platform providing employers and their insured employees with the best and most up-to-date insurance services.

With this service, you can now access essential information such as the details of your medical benefits, claims, network doctors as well as health news and privileged offers for your group policy online, at your convenience.

## Overview of Group Insurance e-Services:



### **Company Profile** (employer only)

- ◆ Employers can view main company profiles and other company profiles under the same policy
- ◆ Employers can also view the member profile details of the insured employees under the policy



### **Claims Enquiry**

- ◆ Includes a user-friendly search function that allows the employers and employees to view the claims details of the processed claims



### **Outstanding Bill Enquiry** (employer only)

- ◆ Employer can view the details of unsettled bills



### **Medical Network Doctor List**

- ◆ Allows employers and employees to search our network of doctors by specific criteria or by location map



### **Download Center**

- ◆ Allows download of related administrative documents and forms



### **Health Corner**

- ◆ Users can find useful health news & tips, and links to key health organizations around the world



### **Member Profile** (employee only)

- ◆ Allows the employee to view membership, benefit details and dependents details

## Who is eligible for this service?



- ◆ Sun Life group insurance policyowners
- ◆ Employees insured by Sun Life group insurance policies

## How can I enroll in this service?



- ◆ This service will be available to new customers at the policy start date and existing customers upon the policy anniversary date
- ◆ Employers may apply in writing for a policy level user account and password
- ◆ Insured employees can enjoy this service through self registration on the internet during initial login

## How do I access the Sun Life Group Insurance e-Services?



- ◆ Through the secure site via our corporate website [www.sunlife.com.hk](http://www.sunlife.com.hk) or
- ◆ Through [www.sunlifegroupinsurance.com.hk](http://www.sunlifegroupinsurance.com.hk)

## About Sun Life Financial

Sun Life Hong Kong Limited is a member of the Sun Life Financial group of companies. Sun Life Financial is a leading international financial services organization providing a diverse range of protection and wealth accumulation products and services to individuals and corporate customers.

Sun Life Financial first introduced group benefits in 1919 in Canada and has a long heritage of success in this area. In Canada, we are ranked second-largest group benefits provider based on total revenue for the third consecutive year<sup>1</sup>.

**For more information, please contact your Sun Life Financial Consultant / insurance intermediary.**

<sup>1</sup> 2009 Group Insurance Report, Benefits Canada, as of June 30, 2008 (issued December 2009).

### Sun Life Hong Kong Limited

(Incorporated in Bermuda with limited liability)

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